

# Floodplain Development Permit

The Board of Adjustment issues floodplain development permits when the requirements of Louisville Municipal Code Chapter 17.56 are met. Variances to flood regulatory district regulations may be issued provided the criteria for a variance in the floodplain ordinance are found to have been met.

The Federal Emergency Management Agency (FEMA) requires the completion of the form on pages 9-11 (the following three pages) of this packet be completed and submitted with any request for a floodplain development permit. Other FEMA forms can be obtained at the [www.fema.gov](http://www.fema.gov) website. A FEMA Elevation Certificate (EC) form must be completed by the applicant and a copy provided to the City upon completion of the work approved by the Board of Adjustment.

Floodplain development permits not involving a variance need only receive a majority vote of the members present for a hearing.

## Checklist

- ☐ Land Use Application Form (page 15)
- ☐ FEMA Floodplain Development Permit Form (pages 7 – 9)
- ☐ Fees – See the attached Development Fee Schedule (page 13)
- ☐ Submit all required items for the public notice (see page 4)
- ☐ Written statement from a qualified, licensed engineer, to demonstrate compliance with Chapter 17.56 and FEMA requirements.

*12 collated copies of the following:*

- ☐ Plans as necessary to demonstrate compliance with Chapter 17.56, Floodplain Development Ordinance and FEMA requirements.



FEDERAL EMERGENCY MANAGEMENT AGENCY  
NATIONAL FLOOD INSURANCE PROGRAM  
FLOODPLAIN DEVELOPMENT PERMIT  
CITY OF LOUISVILLE, COLORADO

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**APPLICATION INFORMATION**

Permit: \_\_\_\_\_ Date: \_\_\_\_\_  
*Owner:* \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
*Contractor:* \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Project Address: \_\_\_\_\_ Project Legal Description: \_\_\_\_\_

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**PROJECT DESCRIPTION**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Single Family Residential | <input type="checkbox"/> New Construction                  | <input type="checkbox"/> Channelization |
| <input type="checkbox"/> Multifamily Residential   | <input type="checkbox"/> Substantial Improvement<br>(>50%) | <input type="checkbox"/> Fill           |
| <input type="checkbox"/> Mobile Home               | <input type="checkbox"/> Improvement (<50%)                | <input type="checkbox"/> Bridge/Culvert |
| <input type="checkbox"/> Nonresidential            | <input type="checkbox"/> Rehabilitation                    | <input type="checkbox"/> Levee          |
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### FLOOD HAZARD DATA

Watercourse Name: \_\_\_\_\_

☐ This project is proposed in the Floodway      ☐ Floodway fringe

Base (100-year) flood elevation(s) at project site: \_\_\_\_\_

Elevation required for Lowest Floor: \_\_\_\_\_ NGVD / Floodproofing \_\_\_\_\_ NGVD

Source Documents – Reports/Maps: \_\_\_\_\_

\_\_\_\_\_

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### PROPOSAL REVIEW CHECKLIST

- ☐ Site development plans are complete and depict flood hazard data.
- ☐ Engineering data is/are provided for proposed map and floodway revisions.
- ☐ Floodway Certificate and data documents no increase in flood heights.
- ☐ Subdivision proposals minimize flood damage and protect utilities.
- ☐ Lowest floor elevations are above the base (100-year) flood level.
- ☐ Mobile homes address elevation and anchoring requirements.
- ☐ A Floodproofing Certificate certifies floodproofing designs.
- ☐ Other: \_\_\_\_\_

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APPLICANT: REVIEW ONLY. DO NOT WRITE IN THIS AREA.

### PERMIT ACTION

- ☐ PERMIT APPROVED. The information submitted for the proposed project was reviewed and is in compliance with approved floodplain management standards (site development plans are on file with the City).
- ☐ PERMIT DENIED. The proposed project does not meet approved floodplain management standards (explanation is on file with the City).
- ☐ VARIANCE GRANTED. A variance was granted from the base (100-year) flood elevations established by FEMA consistent with variance requirements of NFIP regulations Part 60.6 and Louisville Municipal Code § 17.56.240 (variance action is on file with the City).

\_\_\_\_\_  
Floodplain Administrator's Signature

\_\_\_\_\_  
Date

Comments: \_\_\_\_\_

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### COMPLIANCE DOCUMENTATION

- ☐ MAP REVISION DATA. Certified documentation by a registered professional engineer of as-built conditions for floodplain alterations were received and submitted to FEMA for a flood insurance map revision.
  - ☐ FILL CERTIFICATE. A community official certified the elevation, compaction, slope and slope protection for all fill placed in the floodplain consistent with NFIP regulations Part 65.5 for map revisions.
  - ☐ ELEVATION & FLOODPROOFING CERTIFICATES. The as-built elevation of the building's lowest floor was certified as \_\_\_\_\_ NGVD; *OR* the building's floodproofing level was certified as \_\_\_\_\_ NGVD; by a registered professional engineer or licensed surveyor and is on file with the City.
  - ☐ CERTIFICATE OF OCCUPANCY OR COMPLIANCE ISSUED ON \_\_\_\_\_  
Date
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